CIO Meeting Minutes
5/31/2007
Judicial Building, 165

Attendance
Members: Jim Anderson, Dale Anthony, Don Dursky, Erwin Erickson, Evelyn Halterman, RJ Hellstern, Tom Huisman, Rich Jacobs, Larry Murphy, Lesa Quinn, Laura Roeder-Grubb, Leon Schwartz, Kevin VandeWall.
Others: Greg Fay, Phil Groner, Lorrie Tritch, Chris Hoff (DAS).

Meeting called to order at 1:00 PM by Larry Murphy.

Welcome and Introductions

I.   Murphy referred to the Draft Charter send via email earlier in the week. Any comments? Questions? None

Motion to approve Charter by Dale Anthony, DPH.
2nd to motion by Tom Huisman, DHS.

All "ayes", 0 "nays" and motion carries to adopt CIO Charter.

II.   Nominating committee-Rich Jacobs
No one interested to-date. If anyone interested, please email Rich or Steve Gast. Murphy's term ends June 30, 2007

III.   Round Table
Greg Fay mentioned that Adam Kaufmann resigned and will be looking to fill his position. Chris Hoff is an intern from ISU and is currently working with the ISO office.

Jacobs mentioned that IDR is working on a project with CGI and has been very pleased with their services.

Schwartz asked if anyone attended the HLSEM drill and the impact to IT. Dale Anthony stated that much of the responsibility fell on ICN and ITE for access (scenario was if Hoover and Lucas were hit by a tornado). The question that kept coming up was "What comes first?", and this changes if the scenario changes. Phil Groner said the priorities were difficult to find for the enterprise. It was a minimum of 24 hours and a maximum of 720 to restore systems and services. Lorrie Tritch mentioned that ITE services and what's currently operational at JFHQ. They are working on building redundant services (Exchange). The "eye opener" was the magnitude and time to recover.

Tritch-ITE will be issuing two RFP's for Gartner and InfoTech Resources. They are looking for participants in the services.

Jacobs-There is a DAS application for statewide offset (debt against income tax or I/3). DAS is building a browser-based application and functionality for sending files. Mary Hadd is project lead.

Murphy-JB issued RFP for electronic filing and document management. They've had vendor conference and he has big concerns on the limitation of liability. Many vendors are "running for the hills", and he is working on research against what the AG's office has recommended for state agencies. His bids are due June 15th.

DAS did get legislation for carve outs.

Jacobs-TGB continues to get frustrated with late notifications of projects and RFPs. Agencies need to be front of them 1+ months in advance of letting the RFP.

Wes sent out ROI '09 information for Pooled Technology Funds.

Murphy-What's the status of I/3 on payroll? Jacobs mentioned that they have until July 2008 to "go or no go".

Jacobs-You will see substantial I/3 increases for FY08. The method of allocation is different as well. Please make sure fiscal people are aware.

IV.   IT Classification
Roeder-Grubb has had difficulties in hiring IT staff. She has heard that the CIO Council could ask HRE for a pay grade study.
Jacobs-JCIO's have had some discussions regarding this too, but they have faded out. HRE is willing to work with agencies. JCIO's discussions were about better ways to recruit, and that pay increases had issues with the union.
Discussion focused on qualifying applicants and looking at all applicants instead of just the qualified people. Can agencies play a role in helping determine who qualifies?
Jacobs regarding ITE study-Agrees that classifications are precise enough. Some constructive comments, and that some updates should be done, as they were last done in 1986, Tritch thought.

CIO ideas?
Schwartz-Asked if any movement was being done by ITE on the recommendations or reclassifying of staff. No, per Tritch.
Roeder-Grubb asked what's involved in a pay grade study? Tritch replied that HRE gathers information about classes in public and private sector, across country and Iowa. They then look for commonalities and comparisons. The last one was done prior to 2000.
Schwartz-Added that it would take money, but not too expensive, and HRE would likely contract out the services.
Tritch-An "ITE 6" position could likely be done without looking at other classes.
Huisman-Very difficult to find staff for ITS3, and that in order to get staff, you have to change classification for the higher salaries.
Tritch-HRE has hired someone to look at recruitment, but would likely be for those hard to fill positions.

JCIO will form workgroup and any CIO members interested can participate.

V.   Committees
Halterman, Security- Committee met May 9th. Discussion around Acceptable Use Policies, DCI presentation, ISO is working on intranet site and group is giving

feedback. Working on developing content for executive briefing for IT Security.
Discussion of security for telecommuting. ISO has document to share in draft form.

Roeder-Grubb, EETC-Have not met. Business Objects/Crystal Reports workshop
will be on June 12, JB 165 from 9:30-11:30.

VI.   Common Software Purchases
No report. Will put on agenda for June meeting.

VII.   Data classification Standards
Halterman-Asked if any other agencies have developed a standard yet. Lottery has
started. Discussion of their process was described and handouts were distributed.

VIII.   Encryption of Portable Devices
Fay-Background was given on the standard for laptops. Iowa "piggybacked" on
Colorado and looked at Utimaco product, but it does not meet all of our
requirements. There is a newer version of Utimaco, but it doesn't support Win200 or
Vista.
Working on RFP for encryption products, and think next week or so, it will be ready.
ISO will continue to test other products. Any other agencies looking at products?
IDR uses WinMagic and DHS looking at SafeBoot.
MS-ISAC has negotiated with the federal gov't and it would allow state agencies to
purchase under the federal contract.
Jacobs-Is funding available from Pooled Tech? Yes, revised ROI's included
encryption. $3.8M received ($4.3M requested), so projects have not been finalized
yet.

Meeting adjourned at 2:50PM.